

**Administration 510**  
**Introduction to Financial and Managerial Accounting**  
**Winter 2002**

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**Session Topics**

**Required text: Understanding Financial Statements, Sixth edition, Lyn Fraser and Aileen Ormiston, Prentice-Hall. (Hereafter referred to as the text).**

**Cours packet: Admin 510 Introduction to Financial and Managerial Accounting. (Hereafter referred to as CP).**

**Please note that each session includes attempting some problems prior to class. If you cannot complete the problems do not worry. My intent is for you to have at least looked at the set problems as they will form the basis of the classroom activity.**

<b>Session</b>	<b>Topic</b>	
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<b>Acctg1</b>	<b>Introduction</b>	
	Text	Chapter 1
	CP material	
	Browse notes	1.1 – 1.13
	Browse Microsoft Corporation Financial Statements CP	
<b>Acctg2</b>	<b>The Balance Sheet</b>	
	Text	Chapter 2
	Read notes on assets valuation and classification, liabilities, and owners' equity.	2.1 – 2.4
	Prepare Classifying financial statement accounts.	2.5
	Prepare Transaction Analysis	2.6
	Prepare Valuations on the Balance Sheet	2.7
	Browse Balance Sheet examples (e.g., Bucknell, Sonora).	2.8
	Prepare Asset Recognition and Valuation 1 and 2.	2.9 – 2.10
	Prepare Liability Recognition and Valn 1 and 2.	2.12
	(We will prepare remaining problems in class).	

<b>Session</b>	<b>Topic</b>	<b>Course Packet Page Numbers</b>
<b>Acctg3</b>	<b>The Income Statement and Accrual Concepts</b>	
	Text	Chapter 3
	CP material	
	Read notes on The Income Statement	3.1 – 3.3
	Prepare Revenue Recognition Problems 1 and 2	3.4
	Prepare Expense Problems 1 and 2.	3.5
	Read summary of key points	3.11
	(We will prepare Thompson Hardware and Killian Company in class)	3.6, 3.9
<b>Acctg4</b>	<b>The Statement of Cash Flows</b>	
	Text	Chapter 4
	CP material	
	(We will prepare remaining problems starting with CF Inc. in class).	
<b>Acctg5</b>	<b>Financial Statement Analysis and Limitations of Financial Statements</b>	
	Text	Chapter 5
	Read “Learn to Play The Earnings Game”	5.2 – 5.6
	Browse “The Numbers Game	5.7 – 5.13
<b>Acctg6</b>	<b>Budgeting</b>	
	CP Material (no text)	
	Read CP notes on Budgets	6.1 – 6.3
	Prepare Locktight Company: Simple Sales Budget	6.4
	Prepare Powerhouse Computer Company: Simple Production Budget	6.4
	Prepare Duncan Company: Simple Cash Receipts Budget	6.5
	Prepare Mayper Company: Simple Cash Disbursements Budget	6.5
	Prepare Drexin Corporation: Cash Budget	6.6
	(We will prepare remaining Jimbo Manufacturing in class).	

<b>Session</b>	<b>Topic</b>	<b>Course Packet Page Numbers</b>
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<b>Acctg7</b>	<b>Budgeting and Cost Behavior</b>	
	CP material only	
	Read course packet notes	7.1 – 7.2
	Prepare Bedding Unlimited Company:	
	Simple Flexible Budget	7.3
	Prepare Shevcorp: Simple Flexible Budget	7.4
	Read Cost Control and Variance Analysis	
	including the examples.	7.5 – 7.7
	Prepare Texas Electronics: Labor variances	7.8
	Prepare J.A. Bootery: Material and labor variances	7.8
	Read Costs For Planning and Control Purposes, ...	
	Cost-volume-profit (CVP) and Break Even Analysis	
	including examples	7.9 – 7.12
	(Time permitting, we will prepare remaining problems starting with Country Doctor Clinic in class).	
<b>Acctg8</b>	<b>Relevant Costs (Cost Analysis for Short-Term Decisions)</b>	
	Read course packet notes and prepare answers	
	to each problem under Types of Decisions	8.1 – 8.9
	Read Segment Reporting	8.10 – 8.13
	Prepare Pentagon Spare Parts	8.14